

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
SEPTEMBER 8, 2016**

There were 17 members/guests in attendance.

Avery Dalton	DEMA
John Ferguson	Sussex County RACES
Peter Uhey	Bayhealth
Shroittii Lamadieue	Bayhealth
Mark Dolan	DNREC
David Irwin	New Castle County LEPC
Steve Farkas	Chesapeake Utilities
Bill Davis	DNREC
Kenneth Cenci	DNREC
Mike Calloway	Mountaire
Kelly Kruger	Sussex EOC
Marc Evans	Delaware National Guard
Sharon Jefferson	Red Cross
Bob Shinholt	ALOFT
Louie Bethard	DNREC
Brandon Olenik	Kent County LEPC
Chip Stevenson	Sussex County LEPC

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the July 14, 2016, meeting were approved.

All attendees introduced themselves.

REPORTS-

[DNREC- Bill Davis-](#)

EPCRA Reporting Program LEPC Report – September 2016

RY2015 312-Reporting Status as of September 7th

2016	Reporting Year “2015” 312-reports submitted to date
709	Sussex
374	Kent
799	New Castle
134	Wilmington
1865	2014 312-reports (as of 12/31/15)

- **Delinquency Outreach** – (offline discussions with LEPC Chairs regarding non-reporting Active facilities)

Three rounds of compliance outreach have been completed for facilities who have reported previously but are missing the 2015 Annual Tier II Report, and a spreadsheet is being prepared for LEPC chairs to validate if these facilities still exist.

- Sussex (10), Kent (3), New Castle (14), Wilmington (2)
- Round 1 – 3/31/16 emails
- Round 2 - phone calls, started 4/22/16
- Round 3 – certified letters, 6/28

- **Annual EPCRA Advertisement**

The annual EPCRA ads have been placed with the ***News Journal*** for Sunday September 11th and the ***Delaware State News*** for Wednesday the 14th.

Per the Federal EPCRA statute, each local emergency planning committee shall annually publish a notice in local newspapers that the emergency response plan, material safety data sheets, and inventory forms have been submitted and are available for the public to review. These notices are organized centrally for the LEPCs thru the SERC-IT Committee.

- **Version 5.2 enhancements**

DNREC staff have been working with *TierIIManager*TM's software contractor to enhance several aspects of the mapping features of the Planner Module including satellite images of facilities that report hazardous materials.

DEMA UPDATES- Avery Dalton

-HMEP Funds are being utilized. Three personnel from SCEMS have attended the Continuing Challenge Conference in Sacramento, CA.

-The SERC meeting was held on September 7th.

-A Family Preparedness Day will be held at the Ag Museum in Dover on September 24th from 10 a.m.- 2 p.m.

EMS-Glen Marshall-
No Report

DECON Trailer Updates-
No Report

Kent County LEPC-David Mick/Brandon Olenik-

Brandon reported that the Kent County DECON team had responded to several Meth Labs. They are planning for the Race at Dover Downs on 10/2/16. The Air Show at the Dover Air Base will take place in August 2017.

New Castle County LEPC-Dave Irwin-

Chairman Irwin reported the progress the HazMat Workshop Planning Committee has made on the 10th Annual HazMat Workshop that will take place on April 7-8, 2017 at the Delaware State Fire School.

Wilmington LEPC- George Giles
No Report

Other business-

-Mark Dolan reported on upcoming training:

- NCCHMHRA training on September 24th and 25th in Elsmere
- Training on October 11th and 13th at DuPont Chestnut Run.

-Chairman Stevenson recognized Bob Shinholt, Senior Safety and Environmental Compliance manager at Aloft Aero Architects for his organizations' recognition as one of America's Safest Companies in 2015. It was also discussed his opportunity to be one of the presenters at the 2016 Safety Leadership Conference.

Sussex County LEPC: Chip Stevenson

Chairman Stevenson attended the following meetings:

- SERC Planning and Training Committee meeting on August 18th
- 10th Annual HazMat Workshop Planning Committee on August 18th
- Sussex County Multi-Jurisdictional HMP Update meeting-September 1st
- SERC Meeting on September 7th

PRESENTATIONS:

John Ferguson, Sussex County R.A.C.C.E.S Radio Officer, provided a PowerPoint presentation of the group's capabilities and how those capabilities are utilized to assist the mission of the Sussex County Emergency Operations Center.

NEXT MEETING 10 A.M. WEDNESDAY, NOVEMBER 16, 2016 AT SUSSEX COUNTY EOC.